



VERDUGO FIRE COMMUNICATIONS CENTER TASK FORCE MEETING MINUTES TUESDAY, OCTOBER 13, 2015

Attendees:

Agency	Primary	Alternate
Alhambra - ALH		
Arcadia - ARC	Deputy Chief Mike Lang	
Burbank - BRK	Assistant Chief Dave Schmitt	
Angeles Nat'l Forest - ANF		
Bob Hope Airport - BUR		
Glendale - GLN		
LA City - LFD	Battalion Chief Guy Tomlinson	
LA County - LAC		
Monrovia - MRV		
Montebello - MTB	Battalion Chief Dan France	
Monterey Park - MPK	Battalion Chief Ken Leasure	
Pasadena - PAS		ITSD Supervisor Steve Page
SGB-SNM-SPS	Deputy Chief Derrick Doehler	
Sierra Madre - SMD	Captain Brent Bartlett	
Verdugo Fire Comm.	Don Wise / Jason Pfau / Alison Finch	

Housekeeping:

I. New Business:

- A. **Verdugo Policy & Procedure Manual:** The Area C Fire Chief's requested Verdugo Task Force members to develop a working sub-committee with rotating Chairperson (every 2 years) for revisions to the Verdugo Policy & Procedure Manual with standardized SOG's and language for all Fire Departments served by Verdugo Fire. ARC Deputy Chief Mike Lang will chair the committee initially. BRK – GLN – PAS are required attendees and Chief Lang will represent the balance of the cities. Sub-committee meets at 8 a.m. and then segues to 9 a.m. Task Force meeting. All policy/procedural changes will require review by the Verdugo Operations Committee and subsequently Area C Training Chief Officers group prior to publication. Current areas of concern:

1. Standardized terminology on radio; inclusive of verbiage for on-scene reports.
2. Required conference call during large incidents which impact resources in the system – i.e. MCI's, 3rd alarms and higher, earthquake mode, etc.
3. Move-up methodology.
4. Modern fire behavior terms and operations verbiage.
5. MCI/HazMat/High-Rise/Rescue Operations.

- B. **Chief Officers/PageGate:** Executive Administrator Wise directed Verdugo Staff to change all Chief Officers in PageGate to each have all alarm levels regardless of jurisdictional agency or initial sign-up. Concern was registered by chief officers during the two recent 4th alarm fires that many of the chief officers were not receiving text notifications and advisories (this was due to how each initially signed up for notifications in the system); as such, all are being changed in PageGate. The impacts are minimal considering the amount and type of multiple alarm fires occurring in Area C. 2nd Alarm and above. A question was asked about whether Verdugo Staff could make after-hours phone calls to chief officers: an increase in staffing would be needed or technology could be used. Verdugo has looked at software such as Everbridge, but has not found anything yet that meets the need. Still searching.

- C. **Pasadena Fire Department/ISO Rating:** Pasadena Fire has completed their ISO survey and received a **Class 1** rating which is up significantly from their prior Class 3 rating. A great deal of work has gone into both their recent accreditation process and with their ISO Survey. Pasadena Fire Department is just one of three departments in California to have achieved both. Congratulations! (attachment)
- D. **Great Shakeout 2015:** Thursday October 15, 2015 at 10:15 a.m. A 2008 [study](#) has forecast a 99.7% chance of an earthquake the size of the Northridge Earthquake or larger anytime during the next 30 years. Due to technological concerns, group was advised to keep all drill activities where there would be significant use of the radios system, to a minimum, until complete migration to P-25 system.
- E. **Moore Incident – 101 N. Moore Ave., MPK – STR:** This was a 4th alarm structure fire. Escalation of alarms were gradual for this incident which allowed for good move-up's and coverage of key stations. This helped with draw-down and did not affect any one particular city or geographic area. Alarms were increased due to field personnel heat-related issues and for rehab purposes. **Areas for improvement:** Communications issue on RED-6 due to Captain's test; onscene verbiage indicated to dispatchers it could've been related to incident and caused momentary confusion. Verdugo staff did not prompt IC for staging location on 2nd alarm, but IC was prompted on 3rd alarm. Unit Contact timer was started but IC was not prompted every 10 minutes due to fireground traffic. A large amount of media calls were received and no PIO available; media outlets were directed to go to the scene. Schools called and asked about whether evacuations were needed. Initial size-up was given on RED-1; some units initially verbalized their unit ID's as being on RED-2 however were actually on RED-3 and needed to be re-directed by dispatcher to RED-2.
- F. **Annual Report:** Two hardcopies distributed to each TF member. One goes to City Manager and one copy goes to Fire Chief.

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II. Update on Continued Areas/Projects/Issues:

- A. **Surveys:**
 - 1. SGB undergoing ISO Survey; still ongoing. Currently a Class 3 department.
 - 2. ALH undergoing ISO Survey.
- B. **TICP 2015** – No update.
- C. **FOOTHILL RADIO PLAN** – No Update.
- D. **ROSS/CICCS Data Entry Project:** Will need to validate all FF-1 and FF-2 personnel in the Verdugo System. Question was asked about current copy of ROSS personnel in databases and EA Wise will provide to group to support whether current list has any retirees or new personnel not accounted.
- E. **NG-9-1-1 (RING) Project** – Port locking issue is mostly resolved through configuration changes to the software; however still looking into resolution for conferencing callers which might also contribute to the concern. SMD PD cutover completed on 9/3. Next up agencies are: San Fernando PD, Beverly Hills PD and Alhambra PD. Due to cutover schedule it is unlikely we'll migrate to ESInet until after 1st of the year. State 9-1-1 Office, Airbus, and AT&T Executives are well involved in the efforts.
- F. **Disaster Recovery Center (DRC)** – No Update.

G. ICIS P25 RADIO – P-25 migration efforts are underway with each agency (cell) migrating their individual radio users over to the P-25 system, department-by-department with most police/fire departments being migrated off of the 4.1 system to the new system, lastly. In-building coverage: Section 510 of Fire Code as it pertains to Bi-directional amplifiers and use in-building; does each agency have single source document to provide to their Fire Marshals when vendors ask for this technical document? Technical Committee will develop and provide per Steve Page.

H. Operations Committee Updates – No Update.

I. State 9-1-1 Working Group, Long Range Planning, and Advisory Board, LARICS, FIRSTNET –

1. **LARICS:** Received a 5-year extension from Congress; however, the LTE (broadband data networks) must be operational by 12/30/15. LAPD continues to build their 700/800 MHz system but has not withdrawn from LARICS. Still using 2014 Finance Plan with a \$120M shortfall and no means of addressing. ICIS Governance Board continues to be engaged with LARICS Board for inclusion into future plans; MOU is for system level connectivity and reviewed by their technical committee, however, almost every LARICS committee was asked to vet the document.
2. **FIRSTNET:** Industry experts have concerns about how long it's taking to establish personnel assignments, as an independent agency. Concern about underlying expertise to build a national enterprise network as well as the stringent procurement process, which hinders the ability of the agency to speak to potential partners.

The extended procurement process may exclude potential vendors/partners or small business who may not have the funds to "wait out" the procurement. There are extensive gaps in coverage found in the RFPs released by FirstNet, with some that are greater than those provided by commercial carrier. The access fees and subscriber fees methodology are also in question as commercial carriers may see less capacity if the system is truly going to be from 4-14 million users; it may no longer be viable to commercial carriers if they do not have the "excess capacity use" to support their own users.

J. CAD Projects –

1. **CAD-to-CAD Project:** RFP Issued with proposals due November 11; a good deal of work and meetings will be up and through the holidays in order to meet grand deadline in March/2016.
2. **CAD Replacement:** We're meeting with a **new CAD vendor 11/12** for a new demo. EA Wise has tasked Verdugo Staff with review of the 2015 CAD Functional Document to determine what changes are needed in the CAD RFP.

K. TF Action Items –

1. **SOG Subcommittee:** **BRK-GLN-PAS-ARC** other agencies are welcome to attend.
2. **Hydrant Layers:** We need refreshed hydrant layers from each agency for a pending GIS/map conversion. **ALH – ARC – BRK – BUR – GLN – MPK – MRV – MTB – PAS – SGB – SMD – SNM – SPS – due 11/30.**

L. Verdugo Staffing – FCO Shawn Lawrence who was hired 6/1/15 resigned effective 10/18, desiring to go back to school. A new requisition has been started to allow for filling of the vacancy. Two candidates were in background process, with both being offered conditional job offer pending outcome of medical process; only one accepted the job offer and is in medical process. Therefore there are four vacancies

remaining to be filled as of today's meeting. Question regarding whether Firefighters could work in dispatch? Yes as hourlies. EA Wise will verify with HR.

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III. Roundtable:

ALH –

ARC – 2 new Firefighters starting on Monday; Beth Stogner retiring 12/17 ☹

BRK – Battalion Chief's test upcoming and will have 5 members going to the practical exam. Thanks to FCSS Manny Soto for assisting with their Captains exam. Also currently in middle of FF recruitment through National Testing Network; couple of upcoming retirements soon.

BUR –

GLN –

MPK – Thanks to all agencies who sent raters; thanks for the support on 4th alarm; 12 applicants for current recruitment.

MRV –

MTB – Dan Amador still interim Fire Chief; promoted 2 captains and 2 engineers; have 9 openings. Doing skills test soon for Paramedics. Thanks to everyone who supported 4th alarm brush! Working on policies for recall purposes. The Foothill comm plan does not work in MTB (EA Wise advised it should not be used south of 210//134 freeways).

PAS – Need to revisit door and apparatus codes and controls in the area – Verdugo Radio Progress committee will handle.

SGB – 7 Firefighter openings in SGB and will be hiring 4; Engineers exam coming up; there will be a new Fire Chief for SPS-SNM-SGB shortly.

SMD – New LA County Fire agreement signed with LAC-66's coming into city; in return SMD goes to Chantry Flats. Will be giving up OES Engine 281 soon, once finalized by council, to Monterey Park.

SNM –

SPS –

LFD – Will be using the new 3500 Suburbans for BC and comm. vehicles.

Next Task Force Meeting: Tuesday November 10, 2015 at Verdugo Fire Communications at 09:00 hours.

Next SOG Meeting: Tuesday November 10, 2015 at Verdugo Fire Communications at 08:00 hours; BRK-GLN-PAS-ARC as primaries and any agency desiring to sit-in are welcome.